

DEPARTMENT OF ALCOHOL AND DRUG PROGRAMS

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**ADP BULLETIN**

Title Substance Abuse and Crime Prevention Act of 2000 Budget and Cost Reporting Requirements for Fiscal Year 2001-02		Issue Date: 8-3-01 Expiration Date:	Issue No. 01-17
Deputy Director Approval (signed by) CARMEN DELGADO Acting Assistant Deputy Director Program Operations Division	Function: [] Information Management [] Quality Assurance [] Service Delivery [X] Fiscal [] Administration	Supersedes Bulletin/ADP Letter No. Not Applicable	

PURPOSE

The purpose of this bulletin is to identify the various budget and cost reporting requirements for Fiscal Year (FY) 2001-02 in relation to the Substance Abuse and Crime Prevention Act of 2000 (SACPA).

DISCUSSION

In order to capture all costs associated with SACPA services, all agencies that receive SACPA funding must identify their costs and unit of service information. The attached exhibit identifies how SACPA expenditures must be reported on the Department of Alcohol and Drug Program's (ADP) budget and cost report.

The budget diskettes will be issued to the County Alcohol and Drug Program Administrators within two or three weeks of ADP releasing the FY 2001-02 Budget Act Allocation. The budgets are due back within 60 days of ADP issuing the FY 2001-02 Budget Act Allocation. We will issue the cost report diskettes in July or August of 2002.

REFERENCES

As stated in Health and Safety Code, Sections 9535(b)(2) and (3), counties are required to submit budgets for planned expenditures and cost reports for actual expenditures.

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HISTORY

None. This is the first year that SACPA funding is available.

QUESTIONS/MAINTENANCE

If you have any questions or issues regarding information on the budgets, please contact the Contracts Management Branch analyst assigned to your county. If you have any questions regarding information on the cost reports, please contact the Fiscal Management and Accountability Branch analyst assigned to your county.

EXHIBITS

- Exhibit A - [Budget and Cost Report Requirements](#)
- Exhibit B - [Service Code Listing and Unit Information](#)
- Exhibit C - [Contracts Management Branch and Fiscal Management and Accountability Branch Listing](#)

DISTRIBUTION

County Alcohol and Drug Program Administrators
SACPA County Lead Agencies
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Wagerman Associates, Inc.